

University of Southern Maine
Professional Staff Senate
Meeting Minutes for Wednesday, June 2, 2004
7th Floor, Glickman Library, Portland Campus

Attendance: Anita Higgins, Dana Gray, Robin Day, Tom Wood, Sharon Bannon, Norma Charette, Sondra Bogdonoff, Joyce Lapping, Beth Shorr

Excused: Pat Marston, K. Pease, S. LaBelle, M. Menezes, Donna Bird

Absent: K. Schorr, Joy Britting, Cookie Treible, Casandra Fitzherbert

Attending New Senators: Mert Nickerson, Ray Dumont, Kevin Granahan, Erika Lowe,

Absent or Excused New Senators: Robin Audesse, Jason Arey, Heidi Krieger, Evelyn Greenlaw

- I. Acceptance of April 7th and May 5th Minutes
Unable to vote due lack of quorum. Will vote at July meeting.

- II. President's Office Report
Beth Schorr reported on the fundraising work of the president's office. Recent campaigns include the asset campaign, the community project campaign, and the Muskie School of Public Service campaign. Future projects include construction of a new School of Business/Law building, expansion at LAC, a performing arts center in Gorham, a student commons on the Portland campus, and an OSHA/map library. The president's office has hired the Community Counseling Services (a fundraising firm hired to assist fundraising campaigns). They have helped to develop three phases for USM:
 - Phase 1A: complete existing campaigns and raise funds for future work
 - Phase 1B: University commons project in Portland
 - Phase 2: (4-5 years out) Performing and fine arts building in Gorham, LAC expansion, School of Business/Law buildingThe chancellor has also requested additional time to review with the Professional Staff Senate.

- III. Chair's Report
Senator Day had several discussion items to present at this meeting:
 1. The Classified Senate has requested a \$250 donation from the Professional Senate for the Professional Development Committee to be used towards the fall event. Will discuss in July.
 2. Committee/Office Opportunities for the upcoming senate year.
 3. Request from President's Office to the various senates: are the senates available to create a discussion forum on the UMaine Strategic Plan and report the consensus by the end of June? Each senate will have its own individual review process. The Professional Senate agreed to have both Open Forums on multiple campuses (or via ATM) as well as an on-line survey format. A volunteer committee from the Professional Senate, including Senator Wood, Senator Dumont, Senator Gray, Senator Day, Senator Granahan, and Senator Lowe, will meet next week to formalize plans.

IV. Old Business

Summer '04 retreat will be held July 7th from 2-4. Agenda will include formal committee selection, as well as icebreaker activities and a potluck sharing of food.

V. New Business

Due to a lack of quorum the senate could not vote on new chair or offices. There were some informal nominations for offices to be voted on at the July meeting, including: Senator Gray for Chair (as the new chair attends the June 11th Board of Visitors meeting, it was determined by consensus that Senator Gray will act as interim chair until the formal election at the July meeting)

Senator Bannon for Vice Chair

Senator Wood for Vice Chair

Senator Lowe for Co-Secretary

New and returning senators please submit your bios to Mark Menezes to be uploaded onto the Professional Senate website.

VI. Committee Reports

Election Committee

No report as Senator Bird was not present. Senator Day thanked Senator Bird for her work during this busy and productive year

By-laws Committee

Senator Gray requested that the senators please review the by-laws and report any concerns at the July meeting.

Communication Committee

No report.

Space/Planning Committee

Senator Gray reported that all signage is up in Portland; Gorham signage is in process.

Parking Committee

Sam Andrews has submitted minutes that were shared at the meeting.

Professional Staff Recognition Day Committee

Senator Day thanked everyone who was involved in planning and attending the event.

Other

URIC

Re-scheduled meeting. Finalize list of ideas and activities.

UBPIC

No meeting since the last Professional Staff Senate meeting.

UPBAC

Committee examined output of URIC – developed categories of ideas. No discussion of financial considerations.

VII. Senate Reports

Classified Senate: the Classified Senate is hosting a June 8th forum to discuss the Umaine Strategic Plan. The minutes from their last meeting were shared.

Faculty Senate: there is currently no representative to the Faculty Senate from the Professional Senate. Senator Day expressed interest in having two representatives for the upcoming year.

Student Senate: no report.

VIII. Open Forum

Professional Development Day for both Classified and Professional Staff is slated for October 22. The them for this event is “Connecting Community: Customer Service from the Inside Out.” Possible keynote for this event is Nancy Ansheles.

Muskie School general meeting attracted 187 attendees.

IX. Adjourn

Move was made to adjourn, seconded. Meeting adjourned at 3:45PM.

Next meeting, July 7, 2004.